

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
November 14, 2023

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, November 14, 2023 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

Members Present:

Ms. Eve Belote
Mr. Richard Freeman
Mr. Rick Hubbard
Dr. Peggy Shaeffer
Ms. Roxane Ward
Ms. Cynthia Wilder

Others Present:

Ms. Lisa Sedjat, Executive Director
Ms. Kathy O’Keefe, Developmental Services and Program Director
Ms. Sharon Jones, Director of Finance and Administration
Ms. Barbara James, Office Services Specialist

Absent:

Mr. Andre Elliott
Ms. Pam Thornes
Ms. Janet Turner

Ms. Belote, Chair, called the meeting to order at 9:03 am.

Approval of Minutes –

Mr. Freeman made a motion to approve the October 10, 2023 minutes. Ms. Wilder seconded, and they were approved unanimously by a voice vote.

Finance Director’s Report –

Ms. Jones referenced the board report that is appended herewith.

Public Comment –

There was none.

Items Requiring Board Action –

There was none.

Executive Director –

Ms. Sedjat referenced the board report that is appended herewith.

Ms. Sedjat stated for the month of October the ESCSB had one (1) Safety Net Bed (SNB) admission.

Ms. Sedjat reviewed the ESCSB Satisfaction surveys. There was discussion.

Ms. Sedjat stated the ESCSB was not awarded the Child and Adolescent Behavioral Health Telehealth Grant.

Ms. Sedjat reviewed the 32 hour work week. There was discussion. The board thanked Ms. Sedjat and her staff on all the work they had done on this endeavor.

Ms. Ward made a motion to continue the 32 hour work week for six months. Dr. Shaeffer seconded and it was approved unanimously by a voice vote.

Disability Program Reports-

Clinical Services and Quality Improvement –

Ms. Sedjat referenced the board report that is appended herewith.

Prevention-

Ms. Sedjat referenced the board report that is appended herewith.

Developmental Services –

Ms. O’Keefe referenced the board report that is appended herewith.

Ms. O’Keefe went over Group Day Support and Community Engagement Programs.

Ms. O’Keefe went over the Mobile Dental unit from DBHDS visiting the Shore. There was discussion.

Human Resources –

Ms. Sedjat referenced the board report that is appended herewith.

IT Director –

Ms. Sedjat referenced the board report that is appended herewith.

Old Business –

There was none.

New Business –

Ms. Sedjat stated Ms. Thornes had resigned from the Board effective December 31, 2023 and Ms. Worthington had been appointed from Northampton County Administrator, effective January 1, 2024.

Ms. Belote stated that after taking a poll of members there would be no December meeting.

Ms. Belote made a motion that the Board convene a closed session for the purpose of holding a discussion of a personnel matter, and pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia of 1950, as amended. Ms. Wilder seconded. The motion was passed unanimously with a voice vote.

Ms. Belote made a motion the Board reconvene in open session and that a roll call be taken and recorded on this motion so that each member who votes in favor shall thereby certify compliance with all the matters identified in Section 2.2-3712 (D) (1) of the Code of Virginia of 1950 as amended. Mr. Freeman seconded. Only personnel matters were discussed. The motion was passed unanimously with Mr. Freeman, yes voice vote, Ms. Wilder, yes voice vote, Mr. Hubbard, yes voice vote, Ms. Ward, yes voice vote, Dr. Shaeffer, yes voice vote, and Ms. Belote, yes voice vote.

Ms. Ward thanked the DS for the mural painting that they presented to the several ESCSB sites on Veteran's Day.

Mr. Freeman made a motion to adjourn the meeting and Mr. Hubbard seconded. The motion was passed unanimously and the meeting adjourned at 10:27 am.

The next board meeting will be Tuesday, January 9, 2024 at 9:00 am.

Barbara James, Recording Secretary
These minutes are subject to full Board Approval.